



REPORT TO THE COUNTY EXECUTIVE THIRD QUARTER, 2017

The following reports for the 3rd quarter of 2017 are presented to the County Executive:

ADMINISTRATIVE SERVICES

Providing timely and effective communication with departments, divisions, elected officials and the citizens of Bay County is the goal of Administrative Services.

With that as a focus, key areas include responding to and facilitating requests for information (FOIA Coordination), research and resolution of complaints, risk management coordination and assistance to the County Executive.

Specifically for the Third Quarter:

- Assisted the Veterans Offices in coordinating financial procedures and processing expenditures through Soldiers Relief and Veteran Transportation Services.
- Received the new Veteran Transportation lift van and arranged for sale of old van with Buildings & Grounds.
- Worked cooperatively with various County offices in processing numerous Freedom of Information Act responses for the Third Quarter including multiple responses that required extensive hours and records from various Bay County offices and departments, including Prosecutor files stored off-site.
- Received assistance from Corporation Counsel's Legal Coordinator on FOIA processing in order to provide training for back-up assistance.
- Continued to work with Corporation Counsel on pending and potential litigation with MMRMA and processing claims for automobile accidents involving County vehicles.
- Processed Notary Bonds with MMRMA for Bay County employees requesting renewal or processing as Notary Public.
- Resolved constituent concerns on various departmental issues and drafting correspondence in response to complaints and inquiries.
- Met with key County staff on issues involving Bay County government.
- Regular discussions and coordination with Animal Control Manager and staff on current

issues and during transitional phase into Best Practices at Bay County Animal Control.

- Continued to meet with Bay County Animal Strategic Planning Committee and its members and experts. Reviewed Draft Plan Document and made recommendations on content and timeline.
- With the coordination of BCTV Planning Committee, continued to develop sponsorship agreements, fees and programming ideas and promotion. Worked with Corporation Counsel on agreement updates and presented to Board of Commissioners for renewal of sponsorship agreements.
- In addition to regular Board of Commissioners Committee & Board meetings, Nick Paige filmed many events for BCTV over this quarter, including: Phragmitie filming for Environmental Affairs, Community events, Pet of the Week at Bay County Animal Control, Bay County Historical Society presentations, Bay County Mosquito Control informational videos, _____ and others.
- Attended Michigan Public Risk Managers Association (MIPRIMA) planning meeting and performed responsibilities as Secretary of the organization.
- Attended MIPRIMA Summer Conference at the Bay City Doubletree and assisted in coordination of event.
- Attended Wellness-sponsored Lunch & Learn segments and participation in Wellness-Sponsored events.
- Coordinated a successful Bay County Employee blood drives in September.
- Assisted the County Executive in scheduling, preparing correspondence and speech presentations.
- Worked with Divisions in preparation of Administrative Services budget and those of Risk Management, Animal Control, BCTV and Veterans' programs budgets.
- Worked with Personnel Director in filling certain vacancies within administration.

Animal Control

- The Shelter took in 229 cats and 225 dogs and 14 other animals for a total of 469 animals.
- Owners claimed 3 cats and 81 dogs.
 - We adopted out 168 cats, 81 dogs, and 14 others were adopted.
 - 48 cats and 45 dogs were euthanized at the owners' request.
 - 35 cats and 10 dogs were euthanized due to aggressive behavior or illness.
- Field Activity: Officers went out on 1180 calls this quarter, which included the following:
 - 61 Animal bites
 - 36 Investigations of cruelty
 - 206 Loose and Aggressive

- 74 Barking
- We are still promoting our adoptable animals on the various websites: Facebook, Petfinder.com, BCTV, etc. We are still working with other shelters willing to pull animals when our shelter is filling up or to take an animal that needs more care than we are able to provide.
- As of July 8, 2017 we are taking cats in by appointment only. When we are full, we do offer other options with other rescues and shelters. If the customer would prefer to wait until we have a cat cage available, we take their contact information so they can be contacted when room is available.
- On September 9, 2017 we conducted a Clear the Shelter Day for cats housed at the shelter. All cats were sterilized & vaccinated for this event before adoption. We successfully adopted 57 cats that day.
- With the help of Building and Grounds, we have remodeled our cat cages and turned them into condos. Cats now have two cages for each cat so the cat can move freely from one cage to the other through a porthole created by Building and Grounds staff. This has been proven to lower the stress level of cats in the shelter which in turn helps reduce illness from stress.
- After approval by the Board of Commissioners, we have started on the Hill's Science Diet Program and we will have adoption kits from Hill's Science that we can distribute with adoptions taking place at the Empty the Shelter Event the next Quarter.
- We have a new organization that is now helping out at the shelter. The group is called FurFest Rockin' the Rescues. This group will not only help with the Shelter they will be helping with the Humane Society also. With their assistance, we are hoping to locate grants that can be used to help with the improvement in quality of care that the animals receive at the shelter, for more education for the staff, and to improve the shelter itself.

Bay County TV (BCTV)

- July - Officer Spotlight, Frog Bit Pull, Heroin Summit, Fireworks & an MSU Extension Boat Cleaning Demo
- August - National Night Out, Bay County Men's Golf Tournament, Bay County Fair, Bay County Football Preview, FEMA Flooding Information, 2 Football Games & 1 Volleyball Tournament
- September - United Way Campaign Video, Paws in the Park, State of the Bay Conference, Gold Star Memorial Dedication, 4 Football Games, 1 Tennis Tournament & 1 Swim Meet
- As well as our normal meetings, Pets of the Week, 2nd Saturday, etc.
- We had 62,500 views on Facebook videos in that time period and 43,800 minutes watched on FB videos also. 14,200 views on YouTube and 127,000 minutes watched on YT videos. And even manage to make a small revenue on a YouTube ad.

Veterans ~ Soldiers & Sailors Relief Program

- During this quarter we served 61 Veterans with 1 or more of the following services. Services were denied to 15 individuals because of either; type of discharge, incomplete application or income exceeded program eligibility.
- Also during this quarter we were able to provide a veteran with a brand new bike through the generous donation Amvets Ladies Auxiliary.
- We were also given two portable handicap ramps which are on site if the need arises.
- We began providing bus passes to vets for transportation in lieu of gas cards for those that don't have vehicles.
- To date we have given 2 20 punch passes for a newly employed disabled Veteran and 12 single use passes to various other Vets.

SERVICES	EXPENSES
Gas Cards	\$925.00
Food Cards	\$2,725.00
Bay City Utilities	\$2,030.55
Consumers	\$927.09
Home Repair	\$5240.00
Rent/Mortgage	\$7,470.15
TOTAL	\$19,317.79

CENTRAL DISPATCH 9-1-1

1. 9-1-1 answered:7988 Emergency calls in the month of July; 7538 Emergency calls in the month of August; and 6,570 Emergency calls in the month of September. In total, Central Dispatch has answered 57,596 Emergency calls for 2017.
2. Conducted numerous Critical Testing sessions, several 9-1-1 "Sit-Alongs" and numerous interviews as part of the hiring and recruitment process. This is part of our revamped employee recruitment program that we began in the last quarter of 2015.

9-1-1 currently has two employees in different stages of training program. One trainee is scheduled to complete their training October 15th. The second trainee is expected to complete training in November.

3. Developed a plan to move from copper telephone lines to digital telephony for Bay County 9-1- Central Dispatch non-emergency lines. 9-1-1 conducted several conference calls to plan and prepare for the migration and installation. The project is scheduled for December 18th – 20th.

4. A total of 7,771 Bay County residents have signed up for Smart911. 322 residents have signed up in the 3rd quarter of 2017. 176 9-1-1 calls were made that were associated with a Smart911 profile and Bay County 9-1-1 initiated 48 Smart911 texting sessions.
5. 9-1-1 purchased a one talkgroup Radio over IP (RoIP) server and related equipment. The RoIP project will allow for Bay County Radio use on first responder wifi and cellular connected devices via an app. The system is intended to enhance but not replace the traditional portable and mobile first responder radio system.

9-1-1 installed the RoIP system and has successfully tested the system. One agency is currently beta testing the RoIP product. Based on this successful test, 9-1-1 plans to purchase and install RoIP box for each primary radio channel.

6. 9-1-1 in conjunction with Emergency Management and Bay County Fire Chief's MABAS Division have undertaken a complete radio template and radio procedure redesign. The project focuses on increased safety and increased interoperability. The anticipated completion is 3rd quarter 2018.

The group finalized and presented the SOP and new radio templates to the MABAS group. The MABAS group has adopted the SOP and radio template. Radio Instructor refresher training is scheduled for 4th quarter 2017.

7. 9-1-1 collaborated with Bay County Sheriff's Office as well as Gibson and Mt Forest Fire to reprogram old VHF Sheriff Radios for reuse. The reprogrammed radios will allow Gibson Twp Fire and Mt Forest Twp Fire interoperability with Gladwin and Arenac Fire Depts when on the fire scene.
8. Conducted outreach at several preparedness days around the community as part of National Preparedness month and the Bay City Public Safety's Baseball Movie Nights. Smart911 Kiosk was deployed to City Hall the month of September.

CORPORATION COUNSEL

- Reviewed contracts for or provided legal opinions to:
 - Administrative Services
 - Animal Control
 - Board of Commissioners
 - Buildings and Grounds
 - Central Dispatch 9-1-1
 - Circuit Court
 - Clerk's
 - County Executive
 - Criminal Defense
 - Department on Aging
 - Drain Commissioner
 - Environmental Affairs & Community Development

- Finance
 - GIS
 - Health Department
 - Information Systems Division
 - Juvenile Home
 - Personnel and Employee Relations
 - Prosecutor
 - Purchasing
 - Recreation and Facilities
 - Register of Deeds
 - Retirement Board
 - Sheriff
 - Treasurer
- Responded to more complex FOIA requests and/or Appeals
 - Attended Commission Board Meetings
 - Attended Retirement Board Meetings
 - Attended VEBA Board Meetings
 - Attended Division Managers and Department Directors Meeting
 - Attended FY 2018 Budget Meeting
 - Reviewed correspondence and potential pleadings in Opioid litigation matter
 - Reviewed billings, correspondence and pleadings in Lee v. Miller et, al. litigation matter
 - Prepared briefs and pleadings in Greenhoe v. Bay County and Young v. Bay County litigation matters (Circuit Court)
 - Prepared briefs and pleadings in Abdella v. Bay County litigation matters (District Court)
 - Managed and reviewed attorney correspondence and filings in Hammond v. Bay County litigation matters
 - Reviewed correspondence in Groulx v. Bay County litigation matters
 - Managed and reviewed attorney correspondence, filings and billings in C Burch v. Bay County DHHS and D. Burch v. Bay County DHHS Appeals
 - Provided legal opinions and guidance on employee/personnel issues
 - Participated in interviews for Executive Assistant position
 - Managed and reviewed attorney correspondence, filings and billings in Clerk v. Bay County et al (Circuit Court case)
 - Managed and reviewed attorney correspondence, filings and billings in Clerk v. Bay County et al (Court of Appeals case)
 - Attended Michigan Public Risk Management Association Conference
 - Attended Michigan Municipal Risk Management Authority Annual Meeting
 - Attended Michigan Public Employer Labor Relations Association Training Conference
 - Received, reviewed and responded to various subpoenas (Sheriff's Office – 5, Health Department – 1, Drain Commissioner – 1)
 - Participated in external investigation and internal review of department billings

CRIMINAL DEFENSE

Training

- Kiel Chamberlain attended the CDAM Trial College. Mr. Chamberlain received 16 continuing legal education hours. Also, Mr. Chamberlain received a scholarship, which left only a minimal cost for the training.

Case Appointment Numbers:

June

- Felony Matters: 15 assignments
- Circuit Court Violation of Probation Matters: 10 assignments
- Misdemeanor Matters: 37 assignments – This number covers cases that are assigned to Judge Janer and Judge Klida.
- Traffic Matters: 10 assignments
- **Total Assignments: 72**

**Assignments include new clients and current clients that have new charges*

July

- Felony Matters: 15 assignments
- Circuit Court Violation of Probation Matters: 6 assignments
- Misdemeanor Matters: 44 assignments – This number covers cases that are assigned to Judge Janer, Judge Klida and Magistrate Doner.
- Traffic Matters: 21 assignments
- **Total Assignments: 86**

**Assignments include new clients and current clients that have new charges*

August

- Felony Matters: 27 assignments
- Circuit Court Violation of Probation Matters: 12 assignments
- Misdemeanor Matters: 43 assignments – This number covers cases that are assigned to Judge Janer, Judge Klida and Magistrate Doner.
- Traffic Matters: 26 assignments
- **Total Assignments: 108**

**Assignments include new clients and current clients that have new charges*

MIDC Compliance Plan

- Several meetings were held with stakeholders regarding the requirements of the MIDC compliance plan and how our county could come into compliance if required to do so.
- A request was sent to the Board of Commissioners, first through Personnel subcommittee and next through the full board, allowing a request for bids on a possible contract arraignment attorney. The board passed the resolution.
- Worked with Francis Moore and Corporate Counsel to prepare a request for bids which was published September 29, 2017.
- Met with the Regional MIDC representative to review the compliance plan that has been completed to this point.

ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

Director's Report (L. Ogar)

The following are highlights during the 2017 third quarter for the director of the Environmental Affairs & Community Development Department.

- **Pinconning Park Expansion:** Participated in a site evaluation at Pinconning Park to discuss the need for more camp sites at the park and expansion of the septic tank system as occupancy is near full every week.
- **Phragmites Adaptive Management Framework:** Participated in the *Phragmites* Adaptive Management Framework training session for PAMF participants on July 17 at Quanicassee State Wildlife Area / Hampton Township Hall for state-wide coordination of Phragmites treatment.
- **Phragmites Grant Second Year Treatment:** Treatments to control dense infestations of the invasive weed Phragmites were done the end of August along the Saginaw Bay Shoreline. This was a ground based treatment that was done by Wildlife & Wetlands Solutions. The spray applicator used public access sites to enter the treatment area along the Saginaw Bay Shoreline and worked in the bottom lands of the Bay.
- **Bay Area Community Foundation (BACF) Staff Retreat Speaker:** Was invited guest speaker at the BACF Regional Community Foundation staff retreat (Midland, Saginaw, Mt. Pleasant, and Bay) on Monday, August 21st. The educational session focused on what has been happening to the Saginaw Bay and Lake Huron regarding economic development and quality of life. My presentation was on the history of the Saginaw Bay and community efforts regarding the Saginaw Bay and River and their impact is to our area.
- **Bay Area Chamber of Commerce (BACC) Agribusiness Council:** Continue to participate on the Bay Area Chamber of Commerce Agribusiness Council. The group is involved with projects such as the Bay City Farmers Market and City Market. The Downtown Bay City Farmers Market that has been in operation since 2008 and will now be located on Jefferson Street between Center Avenue and Fifth Street. The market is seasonal offering locally grown fresh produce and locally made value added items. The new City Market is open and offers year-round vendors in a mall-like approach where vendors must remain open and present during hours of operation. Customers can shop at the Downtown Bay City Farmers Market seasonally then go to the City Market for year round options.
- **Saginaw Bay Coastal Initiative (SBCI):** Continue to facilitate the monthly SBCI Meetings that take place on the third Thursday of the month in the Personnel Conference Room located on the 3rd floor of the Bay County Building from 1:00 p.m. to 3:00 p.m. During the past year, the monthly meetings have been used as a working group forum focused exclusively on implementation of the Regional Shoreline Phragmites Grant. SBCI develops solutions to environmental issues that adversely affect our local economy. Current work is to prepare for biomass reduction of dead Phragmites stalks over winter.
- **Friends of Bay City State Recreation Area (BCSRA):** Serve to assist in the coordination of efforts between the County, DNR and the non-profit Friends group enhances implementation of Bay County shoreline and economic enhancement priorities. Currently the emphasis is on increasing access to the Saginaw Bay such as the Boardwalk and supporting Beach Wellness through assistance in planning efforts, aerial photos, new beach activities, etc. Continue to participate in smaller subcommittees and attend the Friends of BCSRA Meetings.

- **Saginaw Bay WIN Water Task Group:** Participate in the review and development of sustainable projects for economic, environmental and social benefits within the Saginaw Bay Watershed through Saginaw Bay Watershed Initiative Network (WIN) Water Task Group Meetings in January and February. Serve as grant project proposal reviewer.
- **DOW Community Advisory Panel (CAP):** Continue to participate in the Dow Community Advisory Panel (CAP). The mission of the Dow CAP is to actively promote a mutually beneficial relationship between the communities surrounding the Dow facility and the company through ongoing interaction, supporting shared goals and dedication to identifying and resolving issues of concern.
- **Community Advisory Group (CAG):** Contribute and participate in the Community Advisory Group (CAG) Meetings. The CAG meets to discuss issues related to the Superfund site and its cleanup. These meetings are open to the public and are mostly held on the third Monday of every other month. The group was established to represent the interests of the community and to share information and make recommendations to U.S. Environmental Protection Agency on the cleanup of the rivers and bay. The Saginaw-Tittabawassee Rivers Contamination Community Advisory Group is composed of a broad cross-section of representatives from Bay, Midland and Saginaw counties. It serves as the focal point for the exchange of information between residents and EPA, the state regulatory agencies, potentially responsible party (Dow Chemical) and other federal agencies involved in site cleanup of dioxin and other related compounds released in the Tittabawassee and Saginaw Rivers and the Saginaw Bay.
- **Partnership for the Saginaw Bay:** Serve on the Board of the Partnership for the Saginaw Bay, the official Public Advisory Council for the Area of Concern program, help lead and participate in meetings that took place in April, May, and June for continued action on the priority Beneficial Use Impairment of Beach Closings. Also participated on the Partnership's Beach Closing Task Group meetings, under the direction of the Michigan Department of Environmental Quality office of the Great Lakes which is assisting the Public Advisory Council in work to restore and de-list the Saginaw Bay and Saginaw River from the Area of Concern designation. Developing suitable and appropriate restoration criteria for Beach Closings is the focus of this year's effort.
- **Roadmap To the Future Steering Committee:** Participate on the Roadmap To the Future Steering Committee, Sense of Place and Robust and Diverse Economy Impact Teams. Under the Bay Area Community Foundation and the Bay Area Chamber of Commerce, the Steering Committee developed a road map for enhanced community growth in Bay County, Michigan. The goal of this group is to identify future elements or direction the Bay Countywide community can pursue to attract and retain residents while growing the economic vitality of the area, and supporting those existing agencies or organizations that are responsible for these elements. Continue to inform the social media site Gateway Bay City showcasing highlights of life in the community. All aspects of community growth recognizes and provides for inclusion of all cities, townships, school districts, business owners, educational institutions, non-profit organizations, and philanthropy in Bay County.
- **Saginaw Bay WIN Water Task Group:** Continue to participate and attend the Saginaw Bay Watershed Initiative Network (WIN) Water Task Group Meetings. The

Saginaw Bay Watershed Initiative Network (WIN) is a community-based, voluntary initiative that connects people, resources, organizations, and programs working to improve the quality of life in the area by developing projects, supporting related organizations, and developing the region's identity as a sustainable community with an emphasis is on supporting local projects.

Geographic Information Systems (GIS) (J. Anderson & M. McBain)

- Continued maintenance on 9-1-1 GIS data and CAD Map.
- Continued update of GIS Mobile Application for First Responders with ArcGIS Online.
- Continue to work with Drain Office on getting USGS LiDAR processed.
- Held monthly meetings with the City of Bay City and Bay County Road Commission about sharing data, shared web mapping site, and syncing data standards.
- Updated the Bay Area GIS Viewer data and discussed future updates with Amalgam, Bay City, BCRC, and Bay County Department of Water & Sewer.
- Monitoring and Updating Fetch viewer application for First Responders with Central Dispatch and Emergency Management.
- Continued update of GIS data to 9-1-1 Intrado software.
- Misc GIS Projects and GIS tech support for: Transportation Planning, City of Essexville, Bay Metropolitan Transportation Authority, Drain Office, Board of Commissioners, Aging, Equalization, Environmental Affairs & Community Development, 9-1-1, Emergency Management, Register of Deeds, Bay County Road Commission, Buildings & Grounds, East Michigan Council of Governments, Health Dept., Mosquito Control, Gypsy Moth, Bay Future, and various public GIS requests.
- Attended Department/Division Head Meetings.
- Attended MiCAMP Board Meetings.
- Attended IT User Group Meeting.
- Update New Trails and imported them into Fetch layer.
- Continue to update Transportation projects layer and imported them into Fetch layer.
- Completed intern projects and will continue to work on Pinconning Park map and load to website.
- One intern returned to help with GIS task for the rest of the year and will work on Mosquito control maps
- Working on updating maps for Mosquito Control and implementing an upgraded reporting and tracking system.
- Working on a map reporting system for Mosquito Control spraying and Gypsy Moth application for the public.
- Working with Bay County Road Commission on creating a rating and funding plan for the Bay County non-motorized network.
- Attended MiCAMP GIS conference in September
- Created App for Division on Aging for locating new food locations on current routes
- Researching ArcGIS pro and benefits of switching to this service
- Started discussions on creating an Emergency Layer to allow Bay County departments to quickly get information out to the public.
- Working on adding township and city zoning to Fetch.

Gypsy Moth Program (A. Wallace)

- **Gypsy Moth:** During July and August staff monitored the gypsy moth population using pheromone traps that attract male gypsy moths. Flight was first noted on July 14th and

continued into late August. Peak activity was noted the last week in July when over 1400 male moths were caught in traps throughout the County. Over 1300 of those were caught in four traps in section 18 of Gibson township where the property owner placed three additional traps deep in the woods near his home. The location with the next highest number of male moths caught was in section 18 of Mount Forest Township where 81 moths were caught in a signal trap the week of August 10th. No defoliation was noted in these areas. Delimiting surveys will be conducted In October to determine if the population is reaching outbreak level that requires treatment next spring.

- Staff answered complaint calls from homeowners throughout the county. During July and August, the majority of these complaints were due the Emerald Ash Borer and other insects that are native to our area. In September citizens called to find out about the newly noted Brown Mamorated Stink bug that is a new home invading insect. It does not damage homes but likes to spend the winter in protected places so will move into homes in the fall. Vacuuming is the best method for taking care of these home invading bugs.
- **Emerald Ash Borer (EAB):** Bay Landscaping of Essexville, MI completed treatment of ash trees in late July. The delay in treatment was due to the extensive rains in June that delayed uptake of the pesticide. Verification of treatment was completed the first week of August with bills settled by the first week of September. At the July 28th Gypsy Moth Advisory meeting Dr. Smitley, an expert from MSU, advised the group that ash trees can actually be saved from EAB and that he is very impressed with Bay County's track record for protecting ash trees. He also advised that the program could save money by modifying our treatment regimen to extend the time between treatments on most of our trees. The product we use, Treeage, can protect trees for up to 3 or 4 years when the EAB pest pressure goes done once most of the untreated trees are dead. Most of bay County is almost to that stage though there are still many healthy looking ash trees in parts of the County. Staff is working to revise the Program Guidelines to adapt to this new information.
- **Educational Programs** In September, the Program Coordinator met with Bay City Public Schools STEM Coordinator to arrange outreach activities with the districts 24 5th grade classrooms. These programs will be done in March of 2018. Bangor Township Elementary schools also will be participating in these outreach programs in December and January. Staff also assisted with environmental education programs on the Schooner Appledore.
 - Staff members also attended live and web based training programs about ongoing research on the gypsy moth, EAB and other invasive pests.
- **Michigan Green Schools Initiative** Area schools were kept abreast of updates to the Michigan Green Schools Program.

Mosquito Control (R.Brandt & Staff)

- Bay County Mosquito Control spent four weeks responding to high mosquito counts after the flooding this summer. Staff responded immediately and impressively, working extended hours, weekends, and multiple shifts to lessen counts as quickly as possible.

- Adult mosquito trap counts (CDC traps) numbered in the thousands through the first three weeks of July, while citizen request calls peaked at about 150 per day. Treatment resumed back to normal on July 24 when mosquito counts and resident calls resumed to normal.
- With the help of Emergency Services and Finance, Mosquito Control was able to apply for a Section 19 Grant to assist in reimbursement of flood response costs.
- West Nile virus activity increased in our area in 2017. In Bay County, 16 of 472 mosquito pools tested positive for West Nile virus along with 22 birds, and 1 blood donor. Disease activity areas received immediate larviciding and adulticiding responses.
- The Board of Commissioners approved a 2-year rollover of the aerial applicator contract with Earl's Spray Service.
- A scrap tire collection was held on August 5 at Fraser Township Hall, collecting over 900 tires. The DEQ Scrap Tire Grant has already reimbursed Mosquito Control \$5,726 for the cost of both tire drives this summer.
- *Aedes albopictus*, a secondary vector of Zika, was identified through surveillance at a tire facility in Livonia at the end of August. Bay County continued monitoring for this species in our area with lethal ovitraps, and did outreach to local tire facilities informing them that transporting wet tires can potentially spread this mosquito species. Monitoring for *Aedes albopictus* will continue in 2018.
- Rainfall was limited throughout most of Bay County in August and September resulting in lower numbers of nuisance mosquitoes, however warm temperatures and increased West Nile virus activity kept the treatment season on-going until September 29.
- Active involvement with local work groups included Bay City Public Schools STEM program coordination, Bay City/Bay County GIS work group, MiCAMP, Saginaw Bay Watershed Initiative Network State of the Bay conference, and the Saginaw Bay CISMA phragmites boat tour.
- A number of public outreach opportunities took place this summer with presentations to northern Bay County township officials and the YMCA Summer Camp, display booths at the Downtown Bay City Farmers Market and Consumers Energy Family Day, and an open house during the Bay County Fair.
- Bay C TV continued to capture updated video footage to improve our outreach videos for 2018.

Transportation Planning Division (J. Anderson)

- Held various BCATS Technical and Policy Committee meetings.
- Amendments to BCATS 17-20 TIP as required.
- Attended monthly MTPA meetings in Lansing.
- Attended Great Lakes Bay Regional Trail meeting.
- Attended Regional Prosperity Initiative Strategic Team Meetings.
- Regular updates to the BCATS website.
- Continued coordination with MDOT, BCRC, DNR, and Environmental Affairs & Community Development on a non-motorized project at BCSRA.
- Attended various Roadsoft Training classes/webinars.
- Coordinated discussions with MDOT, BCRC, Bay City, and EMCOG on traffic count collection.
- Coordinated review of 2045 MTP long range document with MDOT and FHWA
- Continued working with EMCOG on Regional Transit Mobility
- Reviewed Final Rule and attended a webinar on Pavement and Bridge Condition Performance Measures.
- Continued working with MDOT on Safety Performance Measures and targets.
- Continued discussions with Bay City, the Bay County Road Commission and MDOT on potentially extending M-15 north of Center Avenue along Trumbull Street and Wilder Road to I-75 in Monitor Twp.
- Attended Riverwalk/Railtrail Committee meetings.
- Completed BCATS Quarterly reports and billings as required.
- Working with Bay City on possible transfer of Independence and Liberty bridge to a private company and other possible solutions to fix those bridges.
- Attended MDOT Regional Traffic Safety Plan Meeting.
- Met with MATS, EMCOG, and MDOT to discuss issues with the TIP Amendment process.
- Attended JobNet Technical Committee Meetings in Lansing.
- Attended Metropolitan Planning Team Meetings for implementing performance based programming of projects.
- Coordinated MTPA-Transportation Performance Measures Subcommittee
- Attended workgroups on JobNET MDOT new reporting systems for transportation projects.
- Held discussions with Bay City and MDOT on the privatizing of Independence and Liberty bridges.
- Attended MDOT HPMS Training in Lansing
- Attended the MTPA Annual Conference in July in Grand Rapids
- Reviewed Bay City master plan and non-motorized plan.
- Starting working on updating Bay County non-motorized plan.
- Working with Riverwalk/Rail trail group on developing an asset management plan for the trail using PASER data collection method.
- Starting to work with EMCOG and MDOT on updating the regional non-motorized plan. Attended meeting and gathered data for the plan.
- Working on developing a maintenance plan for the Bay County Non-motorized network and working with Bay County Road Commission on conducting PASER rating of the trails.
- Completed PASER Rating for Bay County, Bay City, and Essexville
- Working with the Road Commission and Bay City on a more streamlined process of

- collecting and reporting road counts
- Attended regional transit stakeholder meeting at SVSU

EQUALIZATION

- Calculated and verified millage rates, prepared and submitted pertinent reports.
- Compiled data for the Apportionment Report which is due to the Board of Commissioners in October.
- Appraised properties in each real property class, for land values, economic condition factors, and appraisal studies.
- Personal Property assessment records verification project underway with goal to study 100% of Industrial & Utilities Classes and 20-30% for Commercial Classes in all of Bay County.
- Continued to review Register of Deeds recordings, check for full or partial coverage of parcels, print pertinent documents for Assessors, and update property ownership information.
- Assigned new parcel numbers for split or combined properties, wrote legal descriptions and updated the Equalization Maps as well as the GIS parcel layer.
- Continued to assist in reconfiguring the GIS parcel layer to fit newly acquired remonumentation coordinates for a more precise fit.
- Assisted Township/City Officials, attorneys, title researchers and individual property owners with assessment and legal description questions.
- Prepared computerized tax bill data for township officials and assisted them in uploading that data and printed necessary billing reports and documents.
- Continued to review, update, and add older sales and deed references in our database. Currently have 116,300 legal documents listed in database for public and Department use.
- Updated website for Property Tax Query and equalization reports on the Department web pages.

FINANCE

Accounting/Budget

- Issued Bay County's 2016 Single Audit, with federal grants totaling over \$4 million, with no significant deficiencies or material weaknesses.
- Attended training in Lansing to go over new changes for the Office of Highway Safety grant programs to promote safe driving in Bay County.

- The 2016 cost allocation plan was issued in September 2017.
- Communications continued between Finance, the Bay County Treasurer and administrators of the Department of Water and Sewer to continue the coordination and assistance concerning financing, accounting and depository of funds associated with the bond issues.
- Attended final review meeting with Rehmann regarding the 2016 Audit.
- Continued assisting with workflow modifications and role security required as part of the implementation of Munis and HR Module.
- Attended meetings to organize the purchase of the new phone system with ISD, building and grounds to discuss the new phone system.
- Attended a webinar hosted by Rehmann to update staff on new changes to federal grant reporting.
- Performed periodic inventory audits on County Departments.
- Staff attended MGFOA Fall Conference in Frankenmuth, September 25-27, 2017.
- Attended MAPERS fall conference in Shanty Creek, September 17-19, 2017.
- Upgraded to Munis 11.3 version effective September 11, 2017. Worked with departments and ISD to work out bugs to the new system.
- Budget Department met several times with Housing Department on the 2018 Budget.
- Budget Department worked on 2018 departmental budgets - personnel, fringes, health insurance, grant/tax revenues.
- Met with probate staff and district court administrator to discuss and set up budgets for 2018.
- Budget published and posted notice of Public Hearing for 2018 Budget.
- Budget working on child care fund transfers.
- The 2018 Bay County Executive Recommended Budget was submitted to the Bay County Board of Commissioners on 10/02/2017.
- Budget Department did budget training for the 2018 budget.
- Budget Department attended webinar on citizen transparency and Dude Solutions.
- Attended Section 19 Disaster Assistance Federal Grant Seminar and worked on the grant application with Emergency Management Personnel.

Housing Rehabilitation

- Continued day to day oversight of the program.
- Answered various questions and supplied documentation to program participants.
- Held various meetings concerning the future of the program due to the elimination of this grant type at the State level.
- Grant end date September 30, 2017 - final report

Information Systems Division

- Tyler Munis ERP system was upgraded to a new release.
- A partner was chosen for the County VOIP phone project.
- A member of ISD attended training in Colorado for West/Intrado phone system training.
- Probate Court Juvenile division moved to OnBase.
- PCs, laptops, desktop printers and scanners were installed and deployed for various departments.
- 812 work order and projects were completed.

Purchasing

Bids Awarded:

- Phragmites Spray Treatment
- Phone Equipment replacement

Bids in Process:

- County Building Front Steps Replacement
- Credit Card Merchant Services
- Equalization Tax Bill Printing
- Golf Cart 2018 Replacement

Bids Released:

- Compensation and Classification Study
- Indigent Attorney

Other Items:

- Attended various meetings regarding the above RFP's/RFQ's
- Prepared and entered journal entries for credit card allocation
- Assisted various departments and vendors with purchasing questions/bid preparations
- Prepared monthly invoices for: cell phones, phones, credit card and waste removal
- Monitoring transition to new phone carrier.
- Met with vendors concerning cooperative purchasing programs

HEALTH

Administration

Since 2013, the Bay County Health Department Administration has implemented a Strategic Plan to provide a framework for future growth and direction. Key staff from the Health

Department was assembled to assist on the steering committee, which is also known as the FAB TEAM (short for Forever Achieving Better, Together Everyone Achieving More). The new BCHD Strategic Plan builds upon previous work from 2013-2015 and has eight overarching goals:

1. BCHD will create an environment that values and respects all customers and employees.
2. BCHD will promote our programs and services in the community.
3. BCHD will provide responsible fiscal management for its programs and services.
4. BCHD will utilize the latest technology to reach a broader audience.
5. BCHD will assure a competent public health workforce.
6. BCHD will create a welcoming environment conducive to meeting client needs.
7. BCHD will seek opportunities to expand programs and services.
8. BCHD will broaden and strengthen partnerships with community organizations.

The FAB TEAM is working on a detailed plan that encompasses current efforts to modernize programs and physical environments and determine metrics to measure success.

Key accomplishments during this period include:

1. The Health Department has moved into year three of a cooperative clinic project with Saginaw Valley State University. Formerly known as the University Clinic, a new name—Bay Community Health Clinic--and logo was created in the spring of 2017. The clinic continues to focus on persons with multiple chronic conditions, who are uninsured/underinsured, especially veterans and persons with behavioral health issues. With subsequent grants funded to expand services, the Health Department is working with the University and Bay Arenac Behavioral Health expanding primary care services for residents who receive treatment for mental health at BABH. A fifth Nurse Practitioner, Christine Chesny, was added in August of 2017 to the roster of existing providers.
2. The Health Department continues to work with Health Management Associates to review and further develop billing so that it lessens its dependence on the County General Fund to subsidize operations. Discussions with regional Medicaid health plan providers (McLaren, Molina and Meridian Health Plans) are being set to explore opportunities for special funding mechanisms for the Health Department to manage care of persons without access to regular primary care, and enhance opportunities in existing clinics within the health department such as Maternal Infant Health Program, Lead Care, Immunizations, Family Planning, etc.
3. The Health Officer continues to work with area leaders on its Community Health Advisory Committee (in conjunction with the Bay County Roadmap) to oversee the community health assessment process and further develop the Bay County Community Health Improvement Plan. The plan should be completed in the Winter of 2017.
4. The Health Department continues to implement its new electronic health record software and went live in May of 2017. All clinical areas within the Health Department are now utilizing the software. In addition, the Health Department will be attesting to demonstrate Meaningful Use requirements including, but not limited to patient portals, HL7 interfaces with State Databases, HEDIS reporting requirements and patient notification beginning for a 90 day period, starting October 1.

5. The Environmental Health Division has met with representatives from the Michigan Department of Environmental Quality to explore grant funding that can expand to interface with the Fetch GIS program to provide spatial analysis and drafts of septic and water supply systems for parcels located in Bay County. The grant application is set to be submitted in October, 2017.
6. A three stage renovation that will address security and privacy concerns at the health department facility began in August of 2017. WIC offices have been built and most of its staff has moved into its new offices as of September 21. In the meantime, Environmental Health staff has been moved to temporary offices as its new suite of offices is being built in conjunction with a new and expanded public conference room. Phase two is expected to be completed in mid-October and phase three which incorporates enclosed intake rooms and offices for home visiting staff is expected to be completed by the end of the calendar year.
7. My Community Dental Centers is set to expand into Bay County, where dental services for Medicaid eligible residents are limited. The Health Officer will be presenting a series of agreements to the Board of Commissioners that will create, at no expense to county tax payers, a six seat dental facility in 2018.
8. The Health Officer was part of a working group assembled by Judge Harry Gill to create a voluntary Vivitrol (Naltrexone) program for offenders in the Bay County Jail that are opioid and/or alcohol dependent. If successfully implemented the program will be a partnership with the Bay County Courts, Bay County Sheriff, Department of Corrections, Bay Arenac Behavioral Health Authority, MidState Health Network, Recovery Pathways and the Health Department.
9. The Health Officer was invited to, and has committed to be a member of the Great Lakes Bay Health and Economic Initiative. The Initiative is a collaborative venture between the Great Lakes Bay Regional Alliance and the Michigan Health Improvement Alliance. It has assembled a team of more than 30 local leaders in health and business to examine the confluence of health outcomes and economic growth as healthcare represents 20% of the local economic activity. The first summit meeting is set to be held at Saginaw Valley State University on October 5th and the second will occur on November 5th. The Health Officer is the lone representative for public health in the four county area of focus (Bay, Saginaw, Midland and Isabella Counties.)

Meetings/Trainings attended by Health Director:

- Board of Commissioner and various Board Committee Meetings
- Monthly Health Department Staff Meetings
- Monthly Health Department Management Team Meetings
- Monthly Department Head Meetings
- Monthly Michigan Association of Local Public Health (MALPH) Board meetings in Lansing
- Monthly Human Services Collaborative Council (HSCC) Board, Executive Board and Steering Committee Meetings
- Quarterly Bay Health Plan Board Meeting
- Michigan Health Improvement Alliance (MIHIA) – General Board Meeting (July)
- Michigan Health Improvement Alliance – Population Health Working Group (Monthly)

- Bi-weekly meetings with SVSU regarding the University Clinic
- Saginaw Bay Partnership - Beach Closings Task Force
- Bay County Roadmap – Health Meeting
- Michigan HIV Local Grant and Partner Notification Meeting –Okemos (July)
- Washington School Health Clinic Meetings – Bay City
- Central Michigan University Regional Opioid Conference – Presenter (September)
- Opioid Priority Work Group – MiHIA (July, September)

Children’s Special Health Care Services (CSHCS)

- CSHCS provides supplemental insurance benefits and services of a registered nurse to children who have a qualifying medical diagnosis. A child is invited to enroll whether they have private insurance or a Medicaid Health Plan. CSHCS staff help children with special needs and their families to navigate the medical, health insurance and educational world. These services promote optimal functioning for the child and family.
- The program employs two full time registered nurses and a part time CSHCS representative. The CSHCS program was short on nursing hours this quarter as one of the nurses transferred in house to another PHN position. We are currently in the hiring process for a second CSHCS nurse.
- CSHCS staff participate in a monthly MDHHS CSHCS conference call .
- During this quarter the following billable services were provided with an approximate income of **\$5443.00**

0	Level I Plan of Care face to face visits with the PHN
3	Level I Plan of Care by telephone with PHN
64	Level II care coordination activities, combined efforts of PHN and clerical staff
27	Case management visits by the PHN

Communicable Disease (CD) Division

- **The CD nurse investigated 252 reportable disease cases this quarter, of which 203 were laboratory confirmed.** These confirmed cases include:
- 3 Campylobacter; 1 Giardiasis; 2 Salmonellosis; 2 Meningitis-Aseptic; 1 Streptococcus pneumoniae, Inv; 1 Encephalitis-Post other; 1 Guillain-Barre; 1 Legionellosis; 1 Streptococcal Pneumoniae-drug resistant; 33 Animal bites; 2 Mycobacterium-other; 2 Shingles; 1 West Nile virus; 1 Hepatitis A; 1 Hepatitis c –acute; 10 Hepatitis C- chronic and the Chlamydia, Gonorrhea cases referenced under Health Screening

The 25 Probable Cases reported and investigated but not laboratory confirmed include:

- 1 Cryptosporidiosis; 1 Meningitis-Aseptic; 9 Animal bites; 3 Varicella; 10 Hepatitis C-chronic.
- **Two (2) suspect cases** included: 1 Meningitis-Aseptic and 1 Animal Bite.
- An additional **22 Cases were reported** that the CD nurse investigated and were later found **not to be a case.**

- During this quarter the CD nurse went on extended leave and a temporary CD nurse was hired. The temporary CD nurse was awarded a permanent CD PHN position in September to provide additional nursing support in CD and lead. Funding for this position came from the loss of a MIHP PHN and redirecting funds to hire a CD PHN.

Health Screening Clinic (HIV/STI)

- The CD/HIV/STI nurse investigated the following confirmed cases: 108 Chlamydia, 32 Gonorrhea.
- Number of clients tested for STIs in our clinic this quarter: **15, 9** males of which **4** were court ordered & **6** females.
- Number of clients tested for HIV this quarter: **14, 10** males & **4** females. **All** results were negative, **4** were court ordered.

Mary Jo Braman, RN, BSN, the CD/HIV/STI nurse participates in the following on a quarterly basis:

- Foodborne Illness Qtrly meeting at BCHD
- East Central MI Infection Control Employee Health Council, St. Mary’s Hospital, Saginaw

Note: The Health Department was down one nursing position and the Health screening (STI) nurse was on extended leave during this quarter resulting in the inability to offer Health Screening (STI) Clinic during the months of July and August. Management is working to combine the Health Screening (STI) Clinic with the Family Planning Clinic to increase clinic flow efficiency and offer better customer service.

Hearing and Vision Program

The Hearing and Vision technicians provide hearing and vision screenings in preschools and schools and keep busy following up on previous referrals.

Hearing	<u>Services provided</u>	<u>Passed</u>	<u>Referred</u>	<u>Under Care</u>	<u>Other*</u>	<u>MD</u>
<u>evals**</u>						
Under 3 years old:	0	0	0	0	0	0
Preschool 3- 5 yrs old:	211	202	2	0	8	9
School age K-12:	0	0	0	0	0	0
Totals	211	202	2	0	8	9

Vision	<u>Services provided</u>	<u>Passed</u>	<u>Referred</u>	<u>Under Care</u>	<u>Other*</u>	<u>MD</u>
<u>evals**</u>						
Under 3 years old:	0	0	0	0	0	0
Preschool 3- 5 yrs old:	212	190	12	0	9	19
School age K-12:	913	732	55	26	51	83
Totals	1125	922	67	26	60	102

* Unable to complete screen/ pending rescreens/absent for screening

** Medical follow up from previous quarters counted as they come in

Division on Aging

Services
July – Sept.
2017

Bay County Department on Aging

Services for Seniors - 3Q17

Home
Delivered
Meals
36,479

Do you know what services the Department on Aging offers to the Bay County Residents 60+ who are home-bound? We offer Home Delivered Meals, Personal Care Services and Homemaking Services. There are 5 Case Managers that do home visits to complete paperwork and set up services.

Do you know that the Department on Aging offers Activity Centers in several locations throughout Bay County that provide opportunities to have a nutritious meal, experience fellowship, and participate in a variety of activities. We also can assist with transportation to any one of the Activity Centers.

The Bay County Department on Aging is dedicated to providing continued opportunities for the community's older adults by maintaining independence, offering social activities, and enhancing their lives through delivery of quality services in a cost-effective manner.

Congregate
(Activity Center)
Meals
8,822

Commodities
Boxes
Delivered
513

Transportation
(# of rides)
280

Volunteer
(Hours)
1,642

Caregiver (Hours) : **152**

Case Coordination (Hours): **1,255**

Homemaking
(Hours)
1,874

Personal Care
(Hours)
436

Elder Abuse
Cases
Managed
20

Special
Event
Eligible
Meals
482

Health & Wellness Classes

Blood Pressure Clinics - Low Vision Support Group – Various Sites Exercise Classes - Line Dancing - Wii Bowling League - Shuffleboard - Osteoporosis Strength Classes - Aging Well: Chair Yoga - Cornhole Toss – Matter of Balance Class – Indoor Walking Program – Grief Support Group

Special Events

Garden Tour and Picnic - Bay City Players Event - Movie/Lunch Series at Wirt Library each month
In Service Program Reflexology
In Service Pain Management

Dining Center Activities

Musical Entertainment – Reimisce Band, Jolly Hammer & Strings, Piano Man, Arlen Willett, Dynamite Dave, Valley Rhythm Cloggers, Recyclables, Dave Kowalski Band, Acrylic Painting Class, Greeting Card Class, Knitting Class, Casino Trip, Euchre, Smear, Cribbage, Pinochle, Card Games, Ice Cream Social, Birthday & Anniversaries, Bingo Bash, Adult Coloring, Dementia Education, Scam Program, Healthy Hydration, Compassus Hospice Awareness, United Way Presentation, Fitness For the Brain, Finding the Good Stuff Inside, Preventing Falls, Cookie Decorating, Saginaw Valley Thunderbird Auto Show, Party Celebrations

Emergency Preparedness & Health Education (EP&HE) Division

- **On-going Meetings/Trainings attended by Division Manager over the quarter:**
- Monthly Region 3 HCC Advisory Committee Meetings
- Monthly Region 3 HCC Planning Board Meetings
- Monthly Region 3 EPC Meetings
- MDHHS DEPR Monthly EPC Conference Calls
- Bi-monthly LEPC Meetings
- Quarterly 800 MHz radio drills for MDHHS DEPR
- Monthly 800 MHz radio drills for Region 3 HCC
- Monthly BCHD Staff Meetings
- Emergency Preparedness & Health Education Division Meetings
- Monthly BCHD FAB TEAM Strategic Planning Meetings
- Monthly BCHD Management Team Meetings

Emergency Preparedness

(Unless otherwise indicated, the following activities are reported for Melissa, the Division Manager):

July

- Attended Bay County IT User Group Meeting
- Submitted required grant deliverable documents to MDHHS DEPR

August

- Assisted with orientation and initial training of new CD Nurse
- Called into MALPH Administrative Forum Teleconference
- Attended Bay County Local Planning Team Meeting

September

- Participated in MDHHS facilitated "White Powder Incidents" Educational Webinar (Melissa & Tracy)
- Attended Bay County Department Directors/Division Managers Meeting
- Met with SVSU Nursing Student working on disaster management project
- Submitted required grant deliverable documents to MDHHS DEPR

Health Education

On-Going Meetings/Trainings attended by Division Staff over the quarter:

- Monthly BCHD Staff Meetings
- Emergency Preparedness & Health Education Division Meetings
- WIC Staff Meetings (Tracy)
- Monthly Bay County Prevention Network (BCPN) Meetings (Tracy)
- Monthly BCHD Staff Recognition Committee Meetings (Liz)
- Facilitate Monthly WIC Breastfeeding Classes & Infant Feeding Choices Classes (Tracy)
- Monthly MPHHC Planning Conference Calls (Tracy)
- Monthly MALPH BHS Forum Teleconferences (Tracy)
- Monthly Project HOPE (Heroin & Opioid Prevention and Education) Meetings (Tracy)
- Monthly WIC Quality Improvement Workgroup Meetings (Tracy)
- MiHIA DPP Lifestyle Coaches Conference Call Meetings regarding (Liz & Tracy)

- SBCA/Eat Safe Fish Partners Monthly Teleconference with MDHHS and EPA (Melissa & Liz)
- SBCA/Eat Safe Fish Presentation to Bay County WIC Breastfeeding Classes & WIC Infant Feeding Choices Classes (Tracy)
- Monthly BCHD FAB TEAM Strategic Planning Meetings (Tracy & Liz)
- Monthly Communications Workgroup Meetings (Tracy & Liz)
- Monthly R.E.S.P.E.C.T. Workgroup Meetings (Liz & Tracy)
- Monthly Youth and Family Connect Meetings (Tracy)
- Monthly MIHIA Population Health Team Meetings (Tracy)
- Monthly Great Start Collaborative Executive and Committee Team Meetings (Tracy)
- Monthly Maternal Child Health Assessment Webinars (Tracy)
- Monthly Suicide Coalition Meetings (Tracy)

July

- New Year New You Program (Monthly) for Bay County Employees (Tracy & Liz)
- Attended Fall Family Event Meeting (Tracy)
- Facilitated MCH Photovoice Project for Maternal Child Health Grant (Tracy)
- Maternal Child Health Systems Assessment Meeting (Tracy)
- ESF Outreach at Aquatic Landing Blitz event at Linwood Beach (Liz)
- Saginaw Bay Youth Fishing Camp- assisted youth anglers with fishing and education (Liz)
- Distributed a total of 545 ESF brochures and 1,065 WG brochures (plus additional educational ESF materials as needed) through outreach events, presentations, and community outreach to physicians and various businesses Bay, Midland, and Saginaw Counties (Liz)

August

- New Year New You Program (Monthly) for Bay County Employees (Tracy & Liz)
- BCHD & ESF Outreach at National Night Out Event (Tracy & Liz)
- Webinar: Impact of Social and Cultural Values on Breastfeeding (Tracy)
- BCHD Outreach at Walk For Hope Event (Tracy & Liz)
- Quality Improvement Training (Tracy)
- Facilitate DPP Lifestyle Coach Training (Tracy)
- ESF Outreach with game and handouts at State Park's Waterfowl Festival (Liz)
- ESF Outreach at Kinship event- provided ESF education to seniors caring for youth in their home (Liz)
- Replaced fish advisory signs with Eberhardt Signworks, DEQ, and EPA for Tri-County Area (Liz)
- Assisted EPA with EPA/ESF materials at Midland Fair. Provided EPA with additional ESF outreach material. (Liz)
- ESF Outreach at Children's Fun Night at Haithco Park (Liz)
- ESF Outreach at Great Lakes Bay Health Center event at Gamez Health Center (Liz)
- ESF Outreach at Fishing Has No Boundaries event- helped anglers with disabilities fish, provided fish advisory information (Liz)
- ESF Outreach at Saginaw Farmers Market (Liz)
- BCHD & ESF Outreach at Bay County CAN Council's Ducky Derby event (Liz)
- Back to School Picnic-added ESF materials to youth's backpack full of free school supplies (Liz)

- Distributed a total of 1,150 ESF brochures and 300 WG brochures (plus additional educational ESF materials as needed) through outreach events, presentations, and community outreach to physicians and various businesses Bay, Midland, and Saginaw Counties (Liz)

September

- New Year New You Program (Monthly) for Bay County Employees (Tracy & Liz)
- Attended Food Council Meeting (Tracy)
- ESF Outreach at Children's Safety Event (Tracy)
- Pain Management Presentation at DOA (Tracy)
- Prescription for Health Presentations (Tracy)
- BCHD Outreach at Bay Region HIV/AIDS Walk/Run (Tracy & Liz)
- HSCC General Membership Meeting (Tracy)
- ESF Outreach at Saginaw Farmers Market (Liz)
- ESF Outreach at Midland County's Emergency Mobile Food Pantry Event (Liz)
- Finding Purpose Discussion- conversation on increasing morale for Center Ridge Arms residents (Liz)
- BCHD & ESF Outreach at Bay Health Plan's Dental Health Day Events (Liz)
- BCHD & ESF Outreach at Delta College Student Success Fair (Liz)
- ESF Outreach at Coleman Open House- provided every child with ESF goody bag and parents with fish advisory (Liz)
- ESF Outreach at Frankenmuth Farmer's Market (Liz)
- State of the Bay Conference- Assisted EPA with EPA/ESF educational table, attended conference sessions regarding keeping Saginaw Bay clean and resident safety (Liz)
- ESF Outreach at Peer 360's New Beginnings Event (Liz)
- Distributed a total of 1,350 ESF brochures (plus additional educational ESF materials as needed) through outreach events, presentations, and community outreach to physicians and various businesses Bay, Midland, and Saginaw Counties (Liz)

WIC Breastfeeding Peer Counselor Activities (TRACY)

Monthly BFPC Meetings with WIC Coordinator

July

- WIC Staff Meeting
- BFPC Meeting with WIC Coordinator
- Bay County Breastfeeding Coalition Meeting
- 33 Client Contacts (either face to face or by phone)
- Breastfeeding Basics Class – 2 Classes with 4 participants total
- Infant Feeding Choices Class – 1 Class with 4 participants total

August

- Bay County Annual Breastfeeding Walk
- 21 Client Contacts (either face to face or by phone)
- Breastfeeding Basics Class – 2 Classes with 12 participants total
- Infant Feeding Choices Class – 1 Class with 1 Participant total

September

- Breastfeeding Peer Counselor Conference
- 29 Client Contacts (either face to face or by phone)

- Breastfeeding Basics Class - 1 Classes with 4 participants total
- Infant Feeding Choices Class –1 Class with 3 participants total

Acronyms

EPC = Emergency Preparedness Coordinator
 CDC = Centers for Disease Control and Prevention
 EMC = Emergency Management Coordinator
 SNS = Strategic National Stockpile
 ARC = American Red Cross
 HST = Homeland Security Team Meeting
 LEPC = Local Emergency Planning Team
 TEPW = Training & Exercise Planning Workshop
 EAP = Emergency Action Plan
 EOC = Emergency Operations Center
 GIS = Geographic Information Systems
 HCC = Healthcare Coalition
 HSPB = Homeland Security Planning Board
 ICS = Incident Command System
 JIC = Joint Information Center
 LPT = Local Planning Team
 MIHAN = Michigan Health Alert Network
 PHEP = Public Health Emergency Preparedness
 SOP = Standard Operating Procedure
 EPA = Environmental Protection Agency
 SBCA = Saginaw Bay Cooperative Agreement
 BCSRA = Bay City State Recreation Area
 CHA = Community Health Assessment
 CHIP = Community Health Improvement Plan
 PIO = Public Information Officer
 ARRA = American Recovery & Reinvestment Act
 BHC = Building Healthy Communities
 DEPR = Division of Emergency Preparedness and Response

GLC-SOPHE = Great Lakes Chapter Society of Public Health Educators
 HSEEP = Homeland Security Exercise and Evaluation Program
 MEMS = Modular Emergency Medical System
 NEHC = Neighborhood Emergency Help Center
 MPPHCP = Michigan Premier Public Health Conference Planning
 BRFSS = Behavioral Risk Factor Survey Statistics
 MALPH = Michigan Association for Local Public Health
 BHS = Behavioral Health Sciences
 NNPPI = National Network of Public Health Institutes
 COPPHI = Community of Practice for Public Health Improvement
 QI = Quality Improvement
 MI = Michigan
 HPHB = Healthy People Healthy Bay Coalition
 ESF = Eat Safe Fish
 FWCC = First Ward Community Center
 MOHC = MI Oral Health Coalition
 MISNS = Michigan Strategic National Stockpile
 MOHC = Michigan Oral Health Coalition
 BFPC = Breastfeeding Peer Counselor
 BCPN = Bay County Prevention Network
 NRC = Neighborhood Resource Center
 NKFM = National Kidney Foundation of Michigan
 DPP = Diabetes Prevention Program
 MiHIA = Michigan Health Improvement Association
 DPP = Diabetes Prevention Program
 MDHHS = Michigan Department of Health & Human Services

MSP EMHSD = Michigan State Police Emergency Management & Homeland Security Division

FAB TEAM = Forever Achieving Better - Together Everyone Achieving More

Environmental Health

FOOD SERVICE		SEPTIC, WELL, AND MISC	
Fixed Food Est. Inspections	224	Parcels Evaluated	22
Mobile, Vending, & STFU Inspections	3	On-Site Sewage Disposal & Tank Permits Issued	19
Temp. Food Est. Inspections	50	Alternative/Engineered Sewage Systems Approved	1
Follow Up Inspections	65	Failed System Evaluations Conducted	14
Plans Received for Review	3	Sewage Complaints Investigated	4
Plans Approved	1	Well Permits Issued	17
Consumer Complaints Investigated	12	Abandoned Wells Plugged	12

Cremation Permits Processed

January	63
February	58
March	59

Lead Program

- Healthy Homes and Lead Poisoning Surveillance System (HPLPSS) is the state wide site for the reporting of blood lead levels for all children in Michigan. It assists the local health department (LHD) by identifying children in their jurisdiction who have an

elevated blood lead level (EBLL) and require PHN and or Environmental Health follow up. HHLPS will also track homes where a child has been diagnosed with an EBLL. Kelly Dore, RN, BSN coordinates the program.

- Beginning January 1, 2017, MDHHS initiated EBLL nursing case management home visits for all children with Medicaid health insurance who have a blood lead level (BLL) of 5mg/dl or greater. Visits to children with private insurance are not billable but will be provided as a service and the cost absorbed into the Medicaid reimbursed visits.
- Lead Nurse Kelly Dore, RN, BSN and Nursing Services Manager Kathy Janer RN, BSN, are in process of developing Policies and Procedures for the Childhood Lead program at BCHD.
- **5** children are currently opened to case management for EBLL greater than 5 micrograms per deciliter,
- **3** children were opened to case management and **0** closed during this quarter
- **21** phone or mail contacts to parents were completed during this quarter along with
- **7** calls to medical provider for follow up on a child's EBLL and
- **3** call to MDHHS lead office for follow up

Maternal Child Division

The Nursing Services Manager and is responsible for Management of the:

- Maternal Infant Health Program,
- Children's Special Health Care Services,
- Hearing and Vision,
- Communicable Diseases/Sexually Transmitted Infections,
- Immunization for nursing consult only
- Family Planning Clinic.
- Other duties include TB case management coordination with Dr. Herrick the Medical Director.

Kathy Janer RN, BSN, participated in the following community meetings, work groups or educational programs:

- Monthly MIHP and Health Department Staff and Management meetings
- Monthly MDHHS Nurse Administrator Forum (NAF) Meeting by teleconference
- Monthly MDHHS CSHCS Nurse Conference calls
- Monthly Great Start Collaborative meeting at BAISD
- FAB TEAM Meeting
- Monthly State EBLL teleconference

Maternal Infant Health Department (MIHP)

- The MIHP program received **102** maternal and infant referrals this quarter from which **1** maternal and **16** infant were enrolled. A total of **95 billable visits** were completed. MIHP is a voluntary program for women and children with Medicaid. Over the past year client interest in MIHP enrollment has decreased. As a result MIHP staff was reduced to one RN and one LMSW beginning July 1st. The other RN position was rolled over to CD where the need for nursing support has increased.

- MIHP staff worked closely with BAISD/Great Start Collaborative to create the BAISD Great Start Pregnancy through Preschool website which incorporates home visiting programs such as MIHP, Early Health Start and Starting Strong into options for families. This will increase the knowledge & availability of these programs with other resource providers and potential clients and thus increase client access to these home visiting parental support programs. This also demonstrates how the school system and public health are working together to support the children in our community to have the best start for school readiness.
- MIHP professional staff participated in the following trainings, meetings & clinics in addition to the monthly Health Department all staff meetings and their monthly MIHP staff meeting.
- Jennifer Don LMSW participates in the additional following monthly meetings:
 - Bay County Self Sufficiency Task Force Meetings
 - Bay Arenac Diaper Bank meeting for Community groups
 - BCHD FAB TEAM meeting
 - Great Start Collaborative Home Visiting Hub meetings
- Kelly Dore, RN, BSN is also the Lead Nurse for Bay County; provides back up for the Communicable Disease division and is a member of the Breastfeeding Coalition sponsored through WIC.

Immunizations

VACCINE	COUNT
TB Test	22
Hep. A. Adult	21
Hep. A. Peds	70
Hep. A./Hep. B	0
Hib	35
HPV	96
Flu	101
PCV 13	39
Rotavirus	15
Dtap	18
Dtap/IPV	41
MMR	23
IPV	12
Td	0
Tdap	94
Varicella	27
Dtap/Hep. B/IPV	30
PPSV 23	0
Meningococcal MCV4	107
Zoster	4
Hep. B. Peds	6
Hep. B. Adult	24

MMRV	48
Rabies	0
DT	0
TOTAL	843

Family Planning

Number of Unduplicated Persons Receiving Services in Family Planning Clinic
210
Number of Encounters in Family Planning Clinic
242

- Tammy Hill , RN, MSN, PHD, FNP-BC works in the Family Planning Clinic one day a week.
- Emily Nelson, RN resigned and Tina Sinko, RN was pulled from CSHCS to work in Family Planning on July 31, 2017. Tina was awarded the permanent Family Planning PHN position on 10-4-17.
- Health screening (STI) and Family Planning Clinic are working on a plan to merge the two clinics that will increased clinic flow efficiency and improve customer services.

Laboratory

Number of In-House Tests: Clinical Services	300	Number of Other (Outgoing) Tests: Clinical Services	75	Number of Tests: Water/Non-Clinical	450	TOTAL TESTS	825
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**WIC ~ Women, Infants and Children Program
Bay County Health Department and Pinconning Clinic**

	Certification	Child Evaluation	Education	Infant Evaluation	Nutrition Care - Reg. Dietitian	Other	Priority Certification	Project FRESH	Recertification	TOTAL
July	1	123	83	43	41	67	159	0	159	676
August	7	118	89	55	45	77	153	0	144	688
September	1	89	84	40	25	113	133	0	127	612

Lead Tests Billed

July	55
August	52
September	49

HOUSING

Housing Director Activities

- Current occupancy is at 100, HUD High Performer status.
- 14 applicants currently on our wait list.
- Completed HUD 2018 Real Estate Assessment on current Fair Market Value for local properties.
- Attended 5 E-learning events through HUD for Financial Management, Real Estate Assessment, Fair Market Determination, Anti-Discrimination and working with the A.D.A.
- Updated and sent in our Bay County ACC Amendments for the 2017 formula and RHF grant. Forms 50075.1, 50075.2 were update and sent. These forms allow HUD to release our next year capital to us.
- Successfully received an increase of Capital for 2017 RHF Grant to the sum of \$91,523.00 as opposed to our original \$86,139.
- SAM “System Award Management” has been successfully re-registered. This allows us to apply for opportunity grants through HUD.
- PIC Recertification has been completed allowing us to apply for capital grants and receive capital based off of our current population.
- Established a 2 person response system when having to respond to a resident’s apartment for a complaint. This protects both residents and staff.
- Currently working with Hampton Township Fire to begin educating our residents on evacuation procedure and protocol.
- Currently working on Housing Budget submitted to finance on 9/29/2017. We have managed to scale back several line items and eliminate wasteful spending in several areas.
- New contracts in place:
 - OTIS Elevator Contract.
 - WASH Laundry has been installed.
 - Waste Republic Trash Removal.
- Continuing to revise Bay County Housing Departments complete 5 year Capital Funding Plan as we currently still have items in the plan that don’t take precedent over other serious needs. Below are priorities we need to focus on.
 - Parking Lot
 - Showers
 - Windows
 - Alarm System
 - Tuck Point and Sealing of the building
 - Air Handler
 - Roof
 - Building Intercom system
- Our building sign out front located on Pine Rd. has been fixed, re-stained and raised.
- Gazebo repairs have been completed.
- Boilers have been inspected and serviced.

- Due to excessive wear and tear I had the carpet torn out of large elevator and replaced with tile.
- Currently working with Purchasing and Buildings and Grounds to address our parking lot issues.
- In an effort to “go green” we have begun replacing all floor and landing lights with LED lights that were donated by Consumers Energy. This will save us money and energy.
- Have held 2 informal reviews for applicants who were denied.

ALL ACTIVITIES, LEARNINGS AND IN SERVICES PROVIDED TO THE BUILDING RESIDENTS ARE VOLUNTEER HOURS. NO MONEY IS BEING SPENT TO HOUSE THESE EVENTS. PLEASE SEE RESIDENTS SERVICE COORDINATOR SECTION FOR A LIST OF ALL IN-SERVICE AND EVENTS.

Admissions and Occupancy Specialist Activities

- Completed annual recertification's for 28 residents.
- Completed 2 move-in inspections.
- Completed move-in orientation and lease paperwork for 2 new residents.
- Met with several residents to discuss tenant concerns.
- Completed annual UPCS inspections for 28 apartment units with maintenance staff.

Maintenance Activities

- Numerous work orders completed in both common areas and apartment units.
- Completed unit turnaround maintenance for 4 apartments within required 30 day period.
- Completed 28 apartment inspections for recertification.
- Completed quarterly maintenance on air handlers and roof top exhaust units.
- Generators serviced and north unit painted.
- Community room refurbished, completed.
- Finished gazebo and decking repairs.
- Outside garage cleaned and organized.
- Thorough cleaning of refuse chute throughout entire building (monthly).
- Finished fixing, stripping, lifting and repainting Center Ridge Arms Sign.
- 50 total hours of grass cutting as of right now.
- Tore apart public restrooms to clean thoroughly.
- Installed new drinking fountain (given to us by Buildings and Grounds)
- Sealed roof where leaking occurred.
- Attended one safety meeting.
- Removed carpet from elevator 1 and put down approved tile.

Resident Services Activities (Housing Director and Admissions and Occupancy Specialist)

- Distributed food commodity boxes from Mid-Michigan Community Action Agency to 71 residents each month

- Coordinated with local human services to provide needed goods and services to residents; including Bay County Division on Aging, Region VII Area Agency on Aging, Bay Arenac Behavioral Health, Bay County Department of Health and Human Services, Disability Resource Center, Do-All Material Assistance Center, Hart Medical Supply, and Mid-Michigan Community Action Agency. Information on Entitlement Programs:
 - Medicare/Medicaid
 - SSA/SSI/SSDI (Social Security Benefits)
 - Food Stamps
 - Fuel/Utility Assistance
 - Vocational Rehabilitation Services
 - Legal Assistance
 - Researching other Entitlement Programs for next quarter

- Coordinated presentations, medical clinics and programs to enhance and educate the residents at Center Ridge Arms on their mental, physical and daily living activities and coping skills utilizing local agencies. Personal Development Training:
 - Chair exercise class
 - Hearing Aid Clinic
 - Foot Clinic every 2 months maintenance check up's (Northeastern Foot Clinic, Dr. Baughman)
 - Educational BINGO (Neighborhood Home Care Services)
 - Assertiveness Training
 - Interpersonal Communication
 - Conflict Resolution/Bullying/Problem Solving/Managing Difficult Behaviors
 - Nutritional Planning on a Budget (Michigan State Extension)
 - Eating Healthy and Being Active (6 week training session and demo's with MSU Extension)
 - Self-Help Support Groups
 - Self Defense
 - Dealing With Stress . . . How To Survive It
 - Depression, Anxiety, Grief Education
 - Dementia Training and Dealing With Individuals with Dementia
 - Other Personal Development Training programs will be coming next quarter

- Assistance with Personal/Family Needs:
 - Adaptive Equipment (wheelchairs, walkers, Amigos, etc.)
 - Helping Residents thru the DHHS Department with caregivers and other needs
 - Credit Counseling
 - Budgeting/Money Management
 - Catholic Family Services (helping Residents with a Payee/Guardianship Services)
 - Drug Awareness/Prevention
 - Domestic/Resident Violence and Abuse
 - Health Screening (Vital Clinic every Tuesday, 1-2 p.m.)

- Wellness Programs to Keep Residents Healthy and Active (aware of their Quality of Life and how to keep the quality going and in the right direction)
- Update calendar in front of office, if needed, with new activities not posted yet
- Post Flyers on our Community Board in the Lobby (keep this board up-to-date) meetings, clinics, etc.
 - Bring in Funeral Home Owner and Attorney to discuss funerals, Power of Attorney, DNR forms at hospitals, Wills & Trusts (explain what each and every one of us needs to be prepared for in the future) Question and Answer Session
 - Bay Arenac Behavioral Health In-Service to discuss DBT = Dialectic Behavior Therapy (Social Skills when dealing with society and various individuals)
 - Bay County Division on Aging (Naturopathic Doctor Informational Session on Essential Oil Benefits and Uses)
- Work with Great Lakes PACE Program
- Created a PACE trip to Saginaw for Residents interested in PACE program (free lunch, travel and presentation)
- Chair Cardo Drumming with Beth Trahan
- Create Newsletter for Center Ridge Arms (monthly) with calendar of events
- Monthly Bingo Bash (Southern Care)
- Vital Clinic weekly
- Flu Clinic
- Euchre Tournament “In Your Golden Years”
- BINGO Committee created and BINGO brought back to Center Ridge Arms
 - Tuesday and Friday from 6:00 – 8:00 p.m.
- New Concession Stand Tuesday and Fridays open to all residents from 5:00-7:30 p.m.
 - Various Items served at Concession Stand, including burgers, hot dogs, etc.
 - Every other Friday Concession Stand has a Special Dinner, Residents may buy at a reasonable price. This is a fundraising event for the residents, by the residents. Also, Bingo Committee will deliver meal to residents not able to leave their apartments.
 - The second week of every month Snack Stand is open Monday – Friday from noon to 2 p.m. (Sodas, chips and candy bars)
- Trips coming up and preparing for
 - Johnson’s Pumpkin Farm

- Christmas Light Tour (Bay City, Frankenmuth and Freeland)
- New Resident Planning Team created
 - 5 Team members
 - Meetings from 2-4 p.m. every other Wednesday, at first
 - Working on Halloween Party
 - Working on Christmas Dinner with music provided
 - Budget reviewed every meeting
 - Working on ways to make money to put on activities for our Residents
 - Bake Sale
 - Can Drive
- Worked with one Resident on finding a new apartment place to live. Application filled out and waiting to hear if Resident was accepted.
- Working on bringing back a Birthday Celebration monthly for Residents to enjoy. Also, working on having a cake donated monthly for this Birthday Celebration by Skorupski Funeral Home.
- Self Defense Safety Tips Clinic with actual demonstrations
- Ice Cream Social
- PACE in-service
- Bay City Health Department "Finding A Purpose"
- Stop/Think/Act presentation (tips on dealing with difficult people)
- Any and all other duties assigned by the Director and office.

JUVENILE DETENTION & CHILD CARE SERVICES

- The Child Care grant has not experienced any budget cuts thus far for the fiscal year and has maintained continued programming.
- The facility experienced 10 restraints in the last quarter and 12 seclusions. There was an assault on staff that resulted in no injuries. In incidents mentioned above there were no injuries to residents.
- Residents participated in ongoing education program provided by the Bay Arenac Intermediate School District.

- Representatives from the Women’s Center and MSU Extension provide life skills programming for residents.
- A representative from the Neighborhood Resource Center provides weekly Life Skills classes.
- The contracted medical provider met with residents on a variety of issues and maintained medication management for residents.
- The Health Department provided immunization clinics for residents on 7/6, 8/3 and 9/7.
- Healthy Kids Dental provided dental services for numerous residents on 8/7.
- The Director completed quarterly reports for the 2016 Justice Assistance Grant.
- The Director completed a grant application for the Justice Assistance Grant of \$16,320
- School Nutrition Program reimbursement of \$6,681.09 for the quarter.
- The Juvenile Home experienced 1,568 days of out of county residents for FY 2017 which totals to \$235,200 of revenue.
- Average daily population was 13 for this quarter. Average daily population for FY 2017 is 15.

Community Corrections

- FY2018 Grant was accepted and approved to begin October 1. New initiatives that were presented for funding were not approved at this time. However, Tricap is still going to offer DV and Trauma focused treatment for inpatient up to 120 days. Education program has been extended to 2 days per week due to number of participants from last year. Substance abuse jail groups have also increased another day for the male population. The Vivitrol initiative is set to begin November in the jail.

Program Numbers (7/8/17 – 9/30/17)

Program Name	Number of New Enrollees	Jail Days Saved
Pretrial Services	119	4808
Outpatient Treatment	29	225
Cognitive Change	16	740
Opiate Specific	3	392
Education/Employability	22	704

- These 5 programs combined have saved the county over \$462,146 for the quarter by supervising offenders in the community with treatment. These programs assist with jail overcrowding and bed space utilization as well.

- One of the objectives for Community Corrections is to reduce the overall Prison Commitment Rate to 15% or below, this is the new goal for 2018. Bay Co again, has met the goal for 2017, our PCR is 16.1%. This was a decrease of 19 fewer prison dispositions and 61 fewer felony dispositions. Bay Co continues to keep the prison commitments low by utilizing the treatment programs funded through PA511.
- Throughout this quarter, the Manager has attended Drug Treatment Court Team meetings, CCAB State Board Meeting, Tricap Board Meetings and Round Table Discussions for Vivitrol and Mental health initiatives. The Manager also hosts the bi-monthly CCAB meetings with Community Corrections board members, which as of July are going to be quarterly instead of bi-monthly.

MSU EXTENSION

Michigan State University (MSU) Extension helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses. For more than 100 years, MSU Extension has helped grow Michigan's economy by equipping Michigan residents with the information that they need to do their jobs better, raise healthy and safe families, build their communities and empower our children to dream of a successful future.

Ann Arnold, Supplemental Nutrition Assistance Program (SNAP-Ed), Federal/State Funded

- Healthy Eating Presentations: In July, Ann gave a healthier snacks presentation at the Women's Shelter for 35 adults and 42 children in conjunction with the back to school back-pack giveaway program. Other presentations occurred outside of the county.

Holly Julian, 4-H Program Coordinator, County Funded MSU Employee

- *Cloverbud Camp* was held at the end of June. Youth ages 5-8 learned healthy eating habits, explored downtown Bay City, and learned about their community. The program served 20 youth, 7 teen volunteers and 2 adult volunteers.
- *Fish Camp* was held in partnership with the Sea Grant program. A total of 25 youth participates along with other adult volunteers from Saginaw Bay Walleye Club, The Conservation Fund Bay City Public Schools and the Bay City State Park. Youth learned the basic skills of fishing, along with boater's safety, tackle crafting, fish identification and most importantly teaching them how to fish.
- Fair: A beautification project was hosted at the Bay County Fairgrounds where youth painted flower pots, cleaned flower beds, painted the horse arena fence and many other tasks. The Bay County Fair and Youth exposition was held August 8-11, 2017. The livestock Auction was Thursday, August 10th, where community partners, businesses, and families came to support youth with 80 livestock projects that were sold that evening. Youth participated in 3 showmanship classes in Large and Small animal classes. Youth who submitted Still Projects into the fair were able to compete for awards from Kiwanis. A total of 16 youth were awarded a Kiwanis ribbon in project areas such as, photography, woodworking, vegetables, sewing, baking, livestock, horses and leadership.

- 4-H Kiwanis Partnership: The Bay City Kiwanis Club held their annual luncheon for all Kiwanis winners. The youth had lunch with a Kiwanis member and was presented a plaque for their excellence in that project area.
- 4-H Archery State Shoot: 4-H sent 10 youth to the State Shoot that took place in Calhoun County. The youth supported each other and demonstrated great teamwork.
- School: Since school has started, 4-H has connected with several schools to coordinate outreach and programming to begin this fall.

Holly Julian, Tech Wizards Program, County Funded Program

- 4-H Mentoring Weekend: 10 youth and 4 adult volunteers attended 4-H Mentoring Weekend at Kettunen Center, a 4-H facility up in Tustin, MI. In addition to mentoring sessions, youth were able to participate in many activities such as kayaking, fishing, swimming, hiking, etc.
- New Site: A new site for 4-H Tech Wizards will open at Handy Middle School this October.
- Educational Sessions: Tech Wizards meet weekly throughout the summer months. Educational sessions included:
 - *Self-Defense:* They had special guest, Coach Steven, from Cosens Martial Arts teach about basic self-defense moves and how to stand up to a bully. Whether it's going to tell an adult or making the right decision and just walking away from the situation.
 - *Solar Eclipse:* Youth learned about the Solar Eclipse this year and found it very fascinating.
 - *Bridge Building:* Youth learned about the basic engineering it takes to build bridges. They then got to construct their own, only using craft sticks and binder clips. They had many great ideas and many successes.

Health and Nutrition Programming, Jessica Foss – Federal Grant Funded

- Healthy Food Choices and Food Safety: Nutrition classes were taught in partnership with the Bay County Juvenile home and the Bay County Summer Recreation program this summer. Through these two partnerships alone, over 200 youth were reached. Each week youth tried a new healthy snack and discussed any healthy changes they were making at home.
- Eat Healthy Be Active: In partnership with MIWORKS, Jessica taught 12 different 6 week sessions for a total of 210 classes and 318 lessons.
- School Partnerships: In partnership with Handy Middle school, nutrition presentations were given at the end of the year health fair.

Jodi Schulz, 4-H Life Skills and Capacity Building Programming, Federal/State Funded

- 4-H Mentoring Weekend: Jodi Schulz co-taught a session for 4-H Mentoring Weekend in Real Colors where participants explored their primary and secondary colors, but also learned how to brighten their other colors.
- Professional Development for Partnering Organizations: Jodi presented at 4-H leader updates for a variety of MSU Extension staff from 14 different counties in the northern part of Michigan. In addition, generational differences training was delivered at Delta College as part of their staff in-service as school was starting.
- Grant Writing: A major success for this quarter was a \$108,661 grant that Jodi Schulz helped write for the project titled "Volunteer Service, Recruitment, and Engagement". These funds will be used to bring on an AmeriCorps Program Director who will oversee 35 AmeriCorps members housed throughout the state in the fall of 2018. Jodi will also work with others to write a grant proposal that will fund 35 AmeriCorps members who would focus on development of 4-H mentoring programs, family engagement opportunities, and club development.

Frank Gublo, MSU Extension Educator, Product Center Innovation Counselor

- Frank had 21 total contacts with Bay County residents as follows:
 - 3 Bay County residents, for 6 hours of Product Counseling
 - 18 for advice on home, garden maintenance, and DIY pest

PERSONNEL & EMPLOYEE RELATIONS

Personnel/Payroll/Retirement

- Tiffany Jerry prepared and submitted the RFP for the wage study. The RFP was recently released and published on the County website.
- Reclassification meetings were held with various members of the BCAMPS and USW unions. This was the first time that a new process was used with the BCAMPS membership in accordance with the labor agreement. In this process, a reclassification panel which consisted of the Personnel and Employee Relations Director, the Chairman of the Personnel/Human Services Committee and the department director or elected official for whom the employee works reviewed the requests submitted and determined whether the position warranted a reclassification.
- Interviews were held for the Department on Aging Director vacancy and the position was awarded to Beth Eurich.
- State Mediator Miles Cameron was in Bay County in July to help us out with a grievance filed at Central Dispatch.
- After the staff meeting in August, some staff members toured the Central Dispatch center. Thanks to Chris Izvorski and his staff for the warm welcome.
- Staff met with individuals from Renue Physical Therapy in August. Renue is interested in partnering with Bay County and our employees who need physical therapy as a result of an on-the-job injury.

- Staff met with a representative of Redi-Med. They are interested in Bay County using their facilities for Bay County employees who are injured while at work.
- Interviews were held for the Executive Assistant vacancy in the County Executive's Office. This vacancy has not been filled yet, but tests were administered and are being reviewed. We are hopeful that this position will be filled shortly.
- Staff met Lynn Rayford from Accountemps. They are hoping to be a resource for Bay County when we have a need to fill temporary positions and to help out with special projects.
- Tiffany Jerry attended a seminar at MSU on Negotiating Labor/Management Agreements for Competitive Advantage.
- Tiffany attended the annual MPELRA Conference at Shanty Creek.
- Tracy Cederquist has been working diligently on the EEOC reporting.
- Katie Meeth is working on the implementation of the custodian bank changeover for the retiree's pension checks that will take place 1/1/2018.
- Staff met several times with the YMCA to negotiate a discounted rate and as a result, YMCA extended a discount to Bay County employees beginning 9/10/17.

Health/Life Insurance

- Updated employee and retiree insurance rates for 7/1 effective date
- Met with Angela Garner for 2018 BCBS renewal
- Met with Melissa King with EHIM to review claims & 2018 renewal
- Educated employees/retirees on benefits and ways to save
- Held Legal Shield Open Enrollment meetings

Wellness Center (through July)

- Satisfaction Rating is 93%
- July had 127 appointments (8 new, 119 return)
- Most frequent visit type in July was for acute illness and wellness care
- Referrals year to date have been to Orthopedic, Gastroenterology, Cardiologist, Dermatology, etc.
- Disease management has been provided most frequently for Diabetes, Asthma, Obesity, Hypertension and Hyperlipidemia

Training/Education

- Staff attended VSHRM in August and September
- Webinar on Financial Wellness, Health Promotion Legal Updates, and Mindfulness

Wellness

- Email newsletters sent out on various topics each Monday - Your Health Matters, Wednesday - Wellness Wednesday, and Friday - Fun Fact Friday

- Potty Postings were hung throughout the restrooms in the Bay County Building, Civic Arena and Pinconning Park.
- Lunch & Learn in July hosted by Ken Kelbel with Nationwide and held in the Personnel Conference Room, 23 attended.
- Lunch & Learn in August hosted by Jan Doerr with Health Naturally on Brain Train and held in the Personnel Conference Room, 20 attended.
- Lunch & Learn in September hosted by Maria Hicks from Cambridge on Back Health, held at Wirt Library, 23 attended.
- Promoted Bay County Farmers Market and the City Market activities.
- Arranged to have Sam's Club come onsite to offer free vision screenings.
- Met with Margie Brown at the City Market about 2018 wellness to see what we could arrange.
- Met with the Wellness Champions to brain storm about 2018 wellness offerings.
- Extended reimbursement to employees and retirees for the Auburn Cornstalk Run/Walk, Rotary Club Triathlon, and Camp Fish Tales Happy Camper Run/Walk.
- Promoted use of onsite fitness equipment, Bay County Community Center fitness room and fitness classes, as well as Delta College Fitness & Recreation Center.
- Step Challenge #3 took place 6/19-8/27, 52 employees participated
- Win-By-Losing began 9/11/17; 15 employees are participating.
- Hosted two Bay County Employee open houses at Dow Bay Area YMCA to promote membership.

Community Involvement

- Jeanie Deckert is a volunteer member on the Member Connections Committee for Valley Society for Human Resource Management
- Jeanie Deckert is the Treasurer for the West Branch Business & Professionals Woman's Group

PUBLIC DEFENDER

- **No Report Submitted.**

RECREATION & FACILITIES

During the 3rd quarter of 2017, the Recreation and Facilities Department provided day-to-day

supervision to the Buildings & Grounds Department and the Recreation Department. Additionally, the department worked on various tasks including but not limited to:

- Met with Recreation and Buildings & Grounds staff to extensively discuss budgets including review of computer software, capital improvement needs, budgetary changes and service enhancement requests for the 2018 budget. Submitted the 2018 Recreation budgets.
- In cooperation with the Sheriff Department, reinstated the Sheriff Inmate Work Program with tighter controls.
- Continued to research various recreational and maintenance software systems and discuss implementation options.
- Worked with county staff to ensure mailroom coverage.
- Continued work on security; implemented process for better access control at the County Building.
- Worked with the Health Department to discuss, review and implement the remodeling project for the Health Department. Staff completed phase 1 in September and started phase 2.
- Continued work as the PIO for the June Flooding event.

Buildings and Grounds

- Health Dept. is in major construction mode with County Staff working away to complete the Phases including but not limited to: building offices, installing cable & wires, carpet, duct work, painting and more.
- Staff installed/repairs additional items at several Adult Foster Homes: light fixtures & ballasts replaced; kitchen trim repaired; cabinets repaired; faucets fixed; new vanity tops & back-splash constructed/installed; doors replaced; plumbing issues fixed; sump pumps installed; necessary painting; mold cleaned in basements & many other repairs.
- Staff collects unused office materials, furniture, vehicles and miscellaneous surplus and taken to 1 Bid.US for auction, with proceeds sent to County for items sold.
- Staff moves Emergency Command Trailer for several city events and Delta University.
- Staff pulled lines for cameras & hook ups in Sheriff's area.
- Staff painted new Jail shed and placed gravel around it, painted Conference Room and added new base boards, painted several cell areas & numbered doors.
- Staff installed plumbing, sink, cabinets & counter top & moved electrical in break room of Register of Deeds office.
- Staff replaced garage door on Fairgrounds horse barn and also 2 garage doors installed on the Parks & Recreation building.

- Fairgrounds bleachers were painted & repaired by Staff for County Fair.
- Staff scraped & refinished plaster falling ceiling in mailroom.
- Staff moved offices in Division on Aging floor and relocated receptionist desk for security purposes. Electrical poles & phone lines were reinstalled.
- Staff replaced Jail water main shut off in process of rebuilding RPZ.
- Staff installed new lock sets in various offices at Court Facility and Jail areas.
- Staff modified cat cages at Animal Control converting 2 cages into one.
- Staff installed fan unit at Mosquito Control.
- Staff replaced exhaust motor on Aeon unit at the Courts.
- Juvenile Home - Staff repairs boiler water pumps, generator repairs, regulates A/C units, replaced leaking faucets, other plumbing issues & sprayed for flying ants.
- Staff installed new roof at Golf Course and re-installed Hampton Rd. entrance sign.
- Staff serviced laundry equipment at Jail.
- Staff updated fire extinguishers in Squad cars, Jail, Juvenile Home & Golf Course.
- Staff is still maintaining over 50 Treasurer's foreclosed properties since 1st Auction in August with 2nd upcoming in October.
- Staff continues to maintain/repair vehicles for Health Dept., ISD, Parks & Rec., Veterans Van, Juvenile Home Uplander and Buildings & Grounds.
- Staff repaired Zamboni for Civic Arena.
- Pinconning Park staff completed removal of hazardous ash trees.
- Staff wired power supply for phone system thru 8 floors of County Building.

Civic Arena

- Summer Adult League had 17 teams totaling 159 players.
- Second and Third learn to play hockey session had 51 total players combined.
- Public Skating had 485 skaters.
- Drop-In hockey brought in 374 skaters.
- Skills and Drill program added over the summer brought in 253 skaters.
- Painting on the Olympic rink got completed.
- Replacement of boards around the Olympic rink was completed with 20 replaced.
- July 27,28, and 29th we hosted the 43rd annual used book sale.
- Ice on the Olympic Rink went back in on August 28th.
- Hockey Association has 9 teams for Fall and Winter hockey with 124 players. Up from 79 players in last year.

Community Center

The Fitness Center

July	377 clients	72 County Employees	3- Day pass
August	478 clients	106 County Employees	0 - Day pass
September	476 clients	123 County Employees	0 -Day pass

Fitness Classes

FitFun -	41 participant's -	34 pay clients,	7 Bay County employees
YogaFit (a.m.) -	12 participants -	9 pay clients,	3 Bay County employees
Fit in 30 -	8 participants -	5 pay clients,	3 Bay County employees

Rentals

- We closed on Sundays, remained open on Saturdays for the summer.
- Slow on the rentals for the summer, but picked back up in September.
- Room 124 was rented for Driver's Training class's morning and evening.

Pickleball

- We had consistently 17 intermediate and advanced participants. Have 12 new players in the beginners group. Total of 29 people in the summer program. I have expanded the Pickleball days to 5 days per week with emphasis on skill level for certain days of the week.
- Pickleball lessons resumed. I have had 4 new players in September.

Men's Basketball Fall league

- Large gym (September 25 – November 29) Player totals not complete yet.

Pool

- It was a rainy, chilly summer. Attendance was down, even for free Thursday. Had a nice group of lifeguards. Garrett Mason was the supervisor and Madeline Martin was the assistant. Not one altercation with children or adults in the pool. Had the Boys and Girls Club, Days of Discovery and Gethsemane Church group bring their groups to swim. Total number of swimmers for the year 3786.
- We had the rivalry of lifeguards vs. counselors. Kayak races...counselors won!! ☺ It was pouring rain, the kids have fun cheering and the big kids had fun racing!!

Summer Recreation

- We began our camp on June 19. 217 campers for the summer.
- Bay City Public Schools provided breakfast and lunch throughout the summer.
- We had swim day on Thursdays. Family day we had 211 parents and siblings.
- New activities for the kids... Yoga, pickleball, walking club and tour of the City Market.
- Great counselors and Amy Fetter did a nice job as supervisor.

Fairgrounds

- **Canteen:** We worked on streamlining wage & reservations. A calendar for all to see has been established, reservations must go through Beth Trahan.
- We had rentals every weekend in July.
- The Fair Board was on the grounds July 31 – August 13. Fair August 7-12.
- **Horse Stalls:** Three renters this quarter. Cristen has taken over most of the responsibility for rentals.

- **Merchants Building:** Rental in September by Farm Bureau and Dick Spencer.

Extra Activities

- Taught Cardio drumming at the Juvenile Home for 4 weeks on Fridays.
- Taught yoga and pickleball to Greener Pastures group. (Diane Rapsingale coordinator)
Yoga on site at Bush School and Pickleball here.
- Taught 4 sections of Cardio Drumming for McLaren's caregivers retreat on May 21.
- Volleyball Camp with Boys and Girls Club, Summer Rec, and Garber volleyball team sponsored by the Noon Optimist Club. Volleyball camp in the morning, lunch provided by Bay City Public Schools and swimming in the afternoon. We had 60 campers.
- First Family Fun Camp Swim Day. 5 families participated.

Golf Course

- 33 Leagues Established (Monday – Friday)
- 896 Golfers scheduled for league play
- Hosted 10th Annual Halub Cup July 8th & 9th
 - Hosted Men's County Championship Aug 5th & 6th with 140 golfers
 - Championship Flight Winner – Scott DeWyse
 - 1st Flight Winner – Cory Snider
 - 2nd Flight Winner – Rob Merkle
 - 3rd Flight Winner – Joe Heintskill
 - 4th Flight Winner – Shawn Griffith
- Hosted Men's Senior County Championship Aug 12th & 13th with 30 golfers
 - Overall Champion – Rick Webb
- Hosted 1st ever Super Senior County Championship (Ages 70+) with 12 golfers
 - Overall Champion – Gene Rhode
- Hosted 23 different group events and outings with more than 1,500 golfers from July thru September totaling over 27,000 holes played!